

**11661 Norman Montion**



**MAY 14 2004**



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COUNCIL AGENDA ITEM # \_\_\_\_ FOR  
TUESDAY, JUNE 22<sup>ND</sup>, 2004

CITY CLERK DEPARTMENT  
2004 JUN 17 AM 9 18

BUILDING PERMITS AND INSPECTIONS

MEMORANDUM  
June 14, 2004

TO: The Honorable Mayor and City Council

THROUGH: R. Alan Shubert, P. E. - Building Permits and Inspections Director

FROM: Tom Maguire, Housing Compliance Supervisor

SUBJECT: 11661 Norman Montion Drive (Rep. District #5)

The following is a brief chronology of the investigation of the referenced location:

- 1) First investigated February 25<sup>th</sup>, 2004. The building was found to be in an advanced state of disrepair. The building has been used as a harborage by unwanted persons.
- 2) A certified condemnation letter was mailed to Ida M. Poole, 11661 Norman Montion Drive, El Paso, Texas 79936, on March 16<sup>th</sup>, 2004.
- 3) Certified notices of the public hearing scheduled June 22<sup>nd</sup>, 2004 were mailed to the owners and all interested parties on June 1<sup>st</sup>, 2004.
- 4) As of May 4<sup>th</sup>, 2004, \$9,401.72 are owed in taxes.
- 5) There has been no response from the owner.

The Department recommends that it be found:

- 1) That the main structure and accessory building be condemned as substandard, and unfit for habitation or use and a hazard to the public health, safety, and welfare; and
- 2) That the buildings are not in substantial compliance with the municipal ordinances regulating fire protection, structural integrity, and disposal of refuse; and
- 3) That the structure's certificate of occupancy be revoked; and
- 4) That the structure can be repaired; and
- 5) That the main and accessory structures be demolished within 30 days; and
- 6) That the premises be cleaned of all weeds, trash, and debris within 30 days.



# **UNSAFE STRUCTURES REPORT**

## **BUILDING PERMITS AND INSPECTIONS**

**DATE OF EXAMINATION:** 2/25/04

**REP. DISTRICT:** 5

**ADDRESS:** 11661 Norman Montion Drive

**ZONED:** R-3A

**LEGAL DESCRIPTION:** Lot 43, Block 66, Vista Hills Unit #20

**OWNER:** Ida M. Poole

**ADDRESS:** 11661 Norman Montion Drive

**BUILDING USE:** Abandoned single family home

**TYPE OF CONSTRUCTION:** III

**FOOTINGS:** Reinforced concrete

**CONDITION:** Fair. No indication of structural failure.

**FOUNDATION WALL:** N/A

**CONDITION:**

**FLOOR STRUCTURE:** Reinforced concrete slab on grade.

**CONDITION:** Fair.

**EXTERIOR WALLS:** Stucco & brick

**HEIGHT:** 18'

**THICKNESS:** 8"

**CONDITION:** Fair.

**INTERIOR WALLS & CEILINGS:** 2 x 4 wood frame, sheetrock

**CONDITION:** Very poor. Numerous sections of sheetrock have been vandalized and would have to be replaced.

**ROOF STRUCTURE:** Wood sheathing, asphalt shingles

**CONDITION:** Fair. Some areas of roof need to be resealed.

**DOORS, WINDOWS, ETC.:** Aluminum slide windows, wood doors

**CONDITION:** Very poor. Windows have been broken and doors damaged from vandalization and would have to be replaced.

**MEANS OF EGRESS:** N/A

**CONDITION:**

**PLUMBING:** Water is off. A licensed plumber should be hired to evaluate system and bring up to code.

**ELECTRICAL:** Electricity is off. A licensed electrician should be hired to evaluate system and bring up to code.

**MECHANICAL:** Very poor. Parts of mechanical system are missing. A licensed mechanical contractor should be hired to evaluate system and bring up to code.

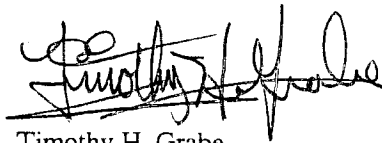
**IF CONDEMNED, HOW MANY PERSONS WILL BE AFFECTED:** 0

**WARNING POSTED:** No

**BARRICADED:** No

**POLICE AID REQD.:** No

**REMARKS:** The general structure of the building is fair. Serious damage to interior by vandalization needs to be addressed. We recommend the structure be secured until repairs are made.

A handwritten signature in black ink, appearing to read 'Timothy H. Grabe', written over a horizontal line.

Timothy H. Grabe  
Building Inspector



JOE WARDY  
MAYOR



BUILDING PERMITS AND INSPECTIONS  
CODE COMPLIANCE  
March 9, 2004

Ida M. Poole  
11661 Norman Montion Dr.  
El Paso, Texas 79936-0712

Re: 11661 Norman Montion Dr.  
Lot: 43  
Blk: 66, Vista Hills Unit 20  
Zoned: R-3A  
COD04-0261  
Certified Mail Receipt #  
7003 1680 0000 1712 0961

*CITY COUNCIL*

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING Jr.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN COOK  
DISTRICT NO. 4

DANIEL S. POWER  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY COBOS  
DISTRICT NO. 8

To All Owners, Lienholders, and Mortgagees:

An inspection at the above referenced address has revealed that the structure is in violation of the El Paso Municipal Code, Chapter 18.52.030 - Unsafe Structures - Owner Not To Allow Condition To Continue, which states:

It is unlawful for the owner of any building or structure, or part thereof, which has become unsafe and dangerous so as to endanger persons or property, or so as to be a fire hazard by reason of defective construction, overloaded floors, lack of guards against fire, defective condition of the foundations, walls, or parts thereof, or deterioration caused by fire or otherwise, or for any reason, to allow or permit same to remain upon any real estate within the City.

The El Paso Municipal Code Chapter 18.52.040 - unsafe structures - Remedial action by owner or City defines unsafe structure as a structure or part thereof that is:

- a. Dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety, and welfare; or
- b. Regardless of its structural condition, unoccupied by its owners, lessees or other invitees and is unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children; or

11661 Norman Montion Drive

- c. Boarded up, fenced, or otherwise secured in any manner in if:
  - i. The building constitutes a danger to the public even though secured entry, or
  - ii. The means used to secure the building are inadequate to prevent unauthorized entry or use of the building in the manner described by subsection.

The structure located at 11661 Norman Montion Drive has the following violations:

- a. The floors have not been maintained in a safe manner.
- b. The walls have not been maintained in a safe manner free of holes and cracks.
- c. The roof structure has not been maintained free of defects that may cause leaks.
- d. The plumbing system is inadequate and does not meet minimum code requirements.
- e. The electrical system is inadequate and does not meet minimum code requirements.
- f. The HVAC system is inadequate and does not meet minimum code requirements.
- g. The structure is open and accessible to unauthorized entry.
- h. The premises are full of weeds, trash, and debris.
- i. The structure needs to be secured from unwanted entry and ongoing vandalism, and the premises need to be cleaned of all trash and debris within (30) days from receipt of this letter.
- j. In the event you fail to correct these violations within 30 days, the case will be submitted to the City Attorney's Office for unsafe structures proceedings. The City Council will decide if the structure is unsafe and if it should be vacated, secured, repaired or demolished as per Sec. 18.52.040.

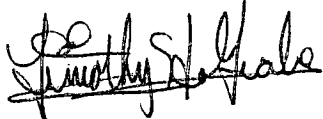
11661 Norman Montion Drive

Many of these corrections will require a permit. Permits for commercial or rental property must be taken out by a bonded and insured contractor who is registered with the City of El Paso.

According to the real property records of El Paso County, you own the real property described in this notice. If you no longer own the property, you must execute an affidavit stating that you no longer own the property and stating the name and last known address of the person who acquired the property from you. The affidavit must be delivered in person or by certified mail, return receipt requested, to the Housing Compliance Office of the Building Permits and Inspections, 5<sup>th</sup> floor, City Hall, no later than the 20th day after the date you receive this notice. If you do not send the affidavit, it will be presumed that you own the property described in this notice, even if you do not.

Should you have any questions regarding this matter, please contact me at 541-4800.

FOR THE DIRECTOR FOR BUILDING PERMITS AND INSPECTIONS:

A handwritten signature in black ink, appearing to read "Timothy H. Grabe", written over a horizontal line.

Timothy H. Grabe  
Building Inspector

THG/r1



7003 1680 0000 1712 0961

RETURN RECEIPT REQUESTED

Ida M. Poole  
11661 Norman Montion Dr.  
El Paso, Texas 79936-0712

POOL661 799362007 1503 07 03/12/04  
RETURN TO SENDER  
POOLE  
MOVED LEFT NO ADDRESS  
UNABLE TO FORWARD  
RETURN TO SENDER

7993640720041136



U.S. Postal Service  
**CERTIFIED MAIL RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information, visit [www.usps.com](http://www.usps.com)

**OFFICIAL USE**

Postage	\$	76	Postmark Here
Certified Fee			
Return Receipt Fee (Endorsement Required)	MAR 10 2004		
Restricted Delivery Fee (Endorsement Required)			

Ida M. Poole  
11661 Norman Montion Dr.  
El Paso, Texas 79936-0712  
Re: 11661 Norman Motion Dr.

PS Form 3800, June 2002

2. Article Number  
7003 1680 0000 1712 0961

1. Article Addressed to: 76  
Ida M. Poole  
11661 Norman Montion Dr.  
El Paso, Texas 79936-0712  
Re: 11661 Norman Motion Dr.

3. Service Type  
☒ Certified Mail  
☐ Registered  
☐ Return Receipt for Merchandise  
☐ Insured Mail  
☐ C.O.D.

4. Restricted Delivery? (Extra Fee)  
☐ Yes

D. Is delivery address different from item 1? ☐ Yes ☐ No  
If YES, enter delivery address below:

B. Received by (Printed Name)  
C. Date of Delivery

A. Signature ☒ Agent ☐ Addressee

COMPLETE THIS SECTION

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

PLACE STICKER ON TOP OF ENVELOPE TO THE RIGHT

**Tidemark Advantage**

File Edit Window Modes Help

**View / Edit Activity**

Activity: 0040 Desc: Refer to Fire Updated: 3/11/2004 SIC

Disposition:  Hold Level: No hold

Dates:

Date Referred: 3/11/2004 Calendar Tag: FDCM Date 2

Date Received: 3/11/2004 Report Tag:

Date Completed:  Assigned To: 903 OK

Done By:  Help

Notes:

X-Coordinate:

Y-Coordinate:

Complaint Submitted via: Enforcement Inv Report A5 2/23/2004

Complaint: Refer to Fire E0040 3/11/2004 3/11/2004

Violation: Freeze Case M200 3/19/2004 DONE THG Hold all permits and in-

Responsible Dept:

View / Edit Activities

Start [Icons] Printscreen 95 Tidemark Advantage Photos 0:50 AM

Tidemark Advantage

File Edit Options Window Help

Code Enforcement EDD04-02611

Name: POOLE, IDA M Updated: 2/23/2004 RL  
Address: 11661 NORMAN MONTION DR  
Description: Master # COD04-02611 Project:   
Open and abandoned

General  
Category  
Comments

Contact: RL  
Complainant Name:   
Source: C  
Complaint Submitted Via: P  
Complaint:   
Violation:   
Responsible Dept:

Activity for EDD04-02611

Description	Menu Code	Date1	Date2	Date3	Open	Done By	Notes
Complaint Received	A0010			2/23/2004		RL	
Enforcement Inv Report	A5			2/23/2004			
Referral to Five	ED040	3/11/2004	3/11/2004				
Freeze Case	M200			3/19/2004	DONE	THG	Hold all permits and in-

View/Add Activities

Start

PinScreen 95

Tidemark Advantage

Pictures

8:56 AM